

# Accountability Appeal Process 2011

#### 2011 Timetable

Deadlines that fall on a weekend, state holiday or Utah Education Association convention day in a given year shall be moved to the date of the first workday after the date specified

# May 2

• USOE Clearinghouse ready to receive LEA Clearinghouse File Submissions

# May - July

- LEAs review their data and make appropriate changes
- USOE provides error reports on assessment data and clearinghouse to assist in this process

# June 24, 5:00 pm

• Due date for assessment data/error corrections for traditional schedule schools

# July 1, 5:00 pm

• Due date for assessment data/error corrections for year round schedule schools

# July 7, 5:00 pm

• Due date for final clearinghouse submission

#### Aug. 1

- Accountability Reports (U-PASS School, AYP School and AYP LEA) posted in the LEA MoveIT folder on a secure Web server
- The State Education Research File (SERF) posted in the LEA MoveIT folder on a secure Web server

### Beginning Aug. 1

- LEA Superintendent reviews reports to determine if an appeal is appropriate
- An appeal must be made for each individual school or LEA report
- An appeal must be based on documented evidence based on the following criteria:
  - An error in the aggregating and merging of data and/or a calculation error, or other conclusion errors that directly affects school or LEA status
  - Extreme circumstances that affected data and/or test administration that had a significant impact on the school (e.g., flood, fire, natural disaster)

- Deadline for LEA Superintendent to submit a written appeal (prior to the August 9 public release), listing the school(s) and/or LEA in Title I Program Improvement with an appeal and the reason for the appeal
- An E-mail response from USOE will confirm receipt of the report
- Data and documentation that directly influences the appeal needs to be stored at the LEA

# **August 8 3:00 pm**

 Appeal Committee meets to review & approve appeals for schools and LEAs in Title I Program Improvement.

# **August 8 -11**

- USOE makes changes to the AYP school or LEA designation in regards to submitted appeals for **Title I Program Improvement**
- As needed, AYP reports changed from a No to a Yes (by appeal)

## August 11

- LEAs release school AYP & LEA AYP for **Title I Program Improvement** information to the public (should not be released prior to this date)
- AYP reports posted on USOE webpage.

# August 25 5:00 pm

- Deadline for LEA Superintendent to submit a written appeal listing the school(s) and/or LEA with an appeal and the reason for the appeal
- An E-mail response from USOE will confirm receipt of the report
- Data and documentation that directly influences the appeal needs to be stored at the LEA

## August 26

• Appeal Committee meets to review & approve appeals

# **August 26 – 31**

- USOE makes changes to the U-PASS & AYP school or LEA designation in regards to submitted appeals
- As needed, U-PASS & AYP reports changed from a No to a Yes (by appeal)

#### August 31

- LEAs release U-PASS, school AYP & LEA AYP information to the public (should not be released prior to this date)
- Accountability Information Report posted on USOE webpage
- U-PASS & AYP reports posted on USOE webpage.